

**GEORGIA BOARD OF MASSAGE THERAPY
Board Teleconference Minutes
Friday, June 12, 2020 - 9:00 a.m.**

The Georgia Board of Massage Therapy met via teleconference on Friday, June 12, 2020. The following members were present:

Board Members Present

Craig Knowles, BAS, LMT, BCTMB, CNMT, Chair
Pam Nichols, LMT, CNMT, HNC, Vice Chair
Cindy King, LMT, CMT, NMT, Board Member
Jane Boyles Curry, Consumer Board Member

Board Members Absent

No members absent.

Visitors Present

Tammy Powers
Sharon Romaly
Libby Eason
Dawn Moore
Christine Hooper
Cindy Farrar
Bruce Costello
Shanese Mark
Jane Johnson
Erica Holmes
Debra Hamel
Natalie Washington
Audre Cross
Rachel Lieberman
William Lane
Sheila Haynes
Laurie Craig

Administrative Staff Present

Adrienne Price, Executive Director
Charlotte Mason, Licensing Supervisor

Attorney General's Office Present

Melissa Tracy, Assistant Attorney General
Bryon Thernes, Assistant Attorney General

Administrative Staff Absent

Michelle Hornaday, Board Support Specialist

Call to Order Mr. Knowles established that a quorum was present and called the meeting to order at 9:00 a.m.

OPEN SESSION

Agenda Ms. Nichols motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to accept the teleconference agenda as presented.

Open Session Minutes

1. April 24, 2020 Board Teleconference Minutes

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to approve the April 24, 2020 open session Board teleconference minutes as presented.

2. May 22, 2020 Open Session Investigative Committee Teleconference Minutes

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to approve the May 22, 2020 open session investigative committee teleconference minutes as presented.

Licenses to Ratify: April 2, 2020 – June 7, 2020

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to ratify the licenses by application and by reinstatement that were issued in accordance with Board Rules and Policies between Board meetings.

Correspondence – Request for Updated Cleaning Protocols in Light of COVID-19, Carolyn Bailey, MT010125

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board appreciates their comments and suggests the writer may wish to consider the national guidelines which are available from ABMP, FSMTB, NCBTMB and our Governor's guidelines found on the Board website. Counties and business license offices regulate businesses. The Board does not have that authority to regulate business operations.

Correspondence – Continuing Education Requirements for Renewal of Licensure

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to table discussion for Executive Session.

1. Suggestion on CE for Renewal – Sheela Eichhorn, MT000307

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board thanks them for their comments and will take the information provided under consideration.

2. CE Concerns – Kim Faircloth, MT012782

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board thanks them for their comments and will take the information provided under consideration.

3. Request for Online CE Requirements – Mary Harrell, MT005931

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board thanks them for their comments and will take the information provided under consideration.

Correspondence – Suggestion on Posting of Information on Website, Dawn Moore, MT006505

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board appreciates to information; however, does not have the authority to amend the Governor's order. Massage Therapists should pay particular attention to the pages of the Order which refer to Massage Therapy; however, the Board does not have legal authority to interpret the language of that order.

Correspondence – Opposition to Opening Massage Businesses, Natalie Phoenix, MT010042

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board does not have jurisdiction over businesses and when they can open. Such authority resides with the Governor and the local business licensing authorities.

Correspondence – U.S. Department of Education (USDOE) Guidance Document Update 05152020

The Board accepts the correspondence in reference to USDOE as information.

Correspondence – Approval of Williston State College MT Program in GA – Katie Peterson, Director for Extended Learning

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to notify the writer that the Board did receive the material and will conduct a review to determine program eligibility.

Discussion – Associated Bodywork & Massage Professionals (ABMP) – Sharing COVID-19 Resources

The Board accepts the correspondence in reference to ABMP as information.

Discussion – National Certification Board for Therapeutic Massage and Bodywork (NCBTMB)

1. 05-01-20 Approved Provider Disciplinary Actions by State
2. 05-01-20 Certificant Disciplinary Actions by State
3. 05-01-20 School Compliance Report
4. 06-01-20 Approved Provider Disciplinary Actions by State
5. 06-01-20 Certificant Disciplinary Actions by State
6. 06-01-20 School Compliance Report

The Board accepts the correspondence in reference to NCBTMB as information.

Rules Committee – C. Knowles

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to refer to the Attorney General's Office for a Memorandum of Authority and if no objection, vote to post.

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion that the economic impact and initial reasons for amendments remain intact.

1. BR 345-1-.01. Definitions

345-1-.01. Definitions

- (1) "Approved Provider" means a provider of continuing education who has been designated as an "Approved Provider for Continuing Education" by the NCBTMB, or another continuing education ("CE") provider approved by the Board in accordance with board rules.
- (2) "Biennial" or "biennium" means the two (2) year period in which a license is valid.
- (3) "Complementary methods" means techniques that may be used in conjunction with massage therapy.
- (4) "Continuing Education" is any learning activity obtained from a board approved provider on topics related to the scope of practice of massage therapy in the state of Georgia. Continuing education may include supervised in-person or distance learning activities.
- (5) "Counter-Transference" is a practitioner's unresolved feelings and issues which are unconsciously transferred to the client.
- (6) "Distance learning activity" is continuing education provided by a board approved provider that is not physically present.
- (7) "Dual Relationships" are an alliance in addition to the client/therapist relationship, such as social, family, business or any other relationship that is outside the therapeutic relationship.
- (8) "FSMTB" means the Federation of State Massage Therapy Boards.
- (9) "Hands-on instruction" means that a board approved provider directly supervises a student while the student is engaged in the direct application of touch, pressure, movement, and holding to the soft tissue of the body of a person..

- (10) “Hour” means one "clock hour" of education that is no less than fifty (50) minutes of any hour during which a student, applicant or licensee participates in a learning activity in the physical presence of an instructor or in a distance learning activity as designed by a board approved provider.
- (11) “Massage therapy client” means an person who compensates a licensee for massage therapy services. The client-therapist relationship ends 6 months after the last date of service rendered. The term “client” in this definition is synonymous to the term “patient.”
- (12) "MBLEEx" means the national Massage & Bodywork Licensing Examination.
- (13) “Licensed healthcare provider” means a person licensed, registered, or certified under any other chapter or article under Title 43 while engaged in the professional or trade practices properly conducted under authority of such other licensing laws, provided that such person shall not use the title of massage therapist.
- (14) “Multidimensional Relationships” are overlapping relationships in which the therapist and client share an alliance, in addition to the therapeutic relationship.
- (15) "NCBTMB" means National Certification Board for Therapeutic Massage & Bodywork.
- (16) "NCETM" means National Certification Examination for Therapeutic Massage.
- (17) "NCETMB Examination" means National Certification Exam for Therapeutic Massage & Bodywork.
- (18) “Sexual activity” means any verbal and/or nonverbal behavior for the purpose of soliciting, receiving or giving sexual gratification. Sexual activity may include, but is not limited to inappropriate:
- (a) Touch, hugs or body language;
 - (b) Verbal dialogue about sexual preferences, fantasies, or jokes;
 - (c) Verbal or physical flirtatious behavior;
 - (d) Seductive or sexually demeaning gestures; or,
 - (e) Failure to ensure client’s privacy in disrobing or dressing, filming the client without his or her permission;
- (19) “Sexual Harassment” is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (i) submission to such conduct is made either explicitly or implicitly as a term or condition of an individual’s employment; (ii) submission to, or rejection of, such conduct by an individual is used as the basis for employment decisions affecting such individuals; or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive working environment.
- (20) “Sexual Misconduct” is unethical and illegal behavior involving sexualizing of, or engagement in, sexualized contact with a client/student/mentee/employee/trainee during or after the professional relationship has ended. This is especially critical due to the power differential in which care providers may use or exploit the trust or influence derived from the professional relationship. Sexual misconduct includes a wide range of sexual activity. The behavior does not have to be coercive to be inappropriate.
- (21) "Supervision" means a qualified massage therapist supervisor is physically on-site and immediately available.
- (22) “Therapeutic Breast Massage” is the manipulation of the non-muscular soft tissue structure of the breast up to and including the areola and nipple.
- (23) “Therapeutic Relationship” is the ongoing relationship between a therapist and a client established to support the client’s therapeutic goals. Characteristics of a healthy therapeutic relationship include personal awareness

and insight, trust, respect, safety, authenticity, acceptance, empathy, collaborative agreement and the maintenance of personal and professional boundaries.

(24) “Transference” is the displacement or transfer of feelings, thoughts, and behaviors originally related to a significant person, such as a parent, onto someone else, such as a massage therapist (or doctor, psychotherapist, teacher, spiritual advisor, etc.).

(25) “Voluntary Informed Consent” means that a person has:

(a) The ability and legal authority to make decisions on behalf of oneself or another;

(b) Been informed of the scope of massage therapy, to include therapeutic effects, limitations, risks and contraindications and has expressed an ability to comprehend the information; and,

(c) Verbally or explicitly (in writing), without coercion or duress, exercised his or her right, to accept or deny massage therapy.

2. BR 345-4-.02. Continuing Education Hours

345-4-.02. Continuing Education Hours

(1) As a condition for renewing his or her license for each biennium, every massage therapist licensed pursuant to Chapter 24A of Title 43 of the Official Code of Georgia Annotated shall be required to complete a minimum of twenty-four (24) continuing education (CE) hours, related to the practice of massage therapy, as codified in O.C.G.A. § 43-24A-3(9), except as otherwise provided for in this chapter. The continuing education course must be provided by an individual who is either approved by NCBTMB, or another continuing education approval agency with standards that are equivalent to NCBTMB, or another state licensing board.

(a) Only continuing education hours obtained after the issuance of a license may be submitted to meet the requirements for license renewal.

(b) Of the twenty-four (24) hours of CE required each biennium, twelve (12) of those hours must be derived from courses in which the provider offers hands-on, supervised instruction in the direct application of touch, pressure, movement, and holding to the soft tissue of the body of a person. The remaining twelve (12) hours may also be derived from courses that offer this hands-on supervised instruction or may be from other courses instructing on topics within the scope of massage therapy, practice, to include complementary methods, or any of the modalities listed in O.C.G.A. § 43-24A-19(a)(5 – 8).

(c) CE hours for renewal must be obtained during the two-year period immediately preceding the license expiration date.

(d) In order to qualify as “hands-on, supervised instruction” at least seventy percent (70%) of the time spent in the course must consist of hands-on experience or demonstration.

(2) Licensees must maintain documentation of completion of the continuing education activities as required in 345-4-.02 for no less than four (4) years from the date of licensure renewal. Licensees shall be required to produce documentation of the completion of the continuing education activities for renewal of the license if audited during the renewal process and during any investigation. Failure to provide documentation shall be grounds for the denial of the renewal application or revocation or immediate suspension of the licensure. In order to assist licensees in the maintenance of these records, the Board has adopted CE Broker, Incorporated to serve as the online reporting and recording system for licensees.

(a) Licensees and applicants shall incur no costs from CE Broker, Incorporated for use of basic reporting and recording services.

- (b) Every licensee or applicant subject to the rules of the Board shall be deemed to have given consent to the Board and its representatives to access their continuing education records retained within the online database for the purposes of auditing and verifying completion of the Board's continuing education requirements. Such licensee or applicant waives any objections to the admissibility of the record and/or any continuing education documentation introduced in any proceeding or hearing before the Board.
- (c) Documentation of completed continuing education hours which the Board deems to be acceptable proof or verification of completion shall include, but not be limited to, the following:
1. Attendance and participation at a live presentation such as a workshop, seminar, conference or direct hands- on client care educational program: A certificate of completion or similar documentation that includes a massage therapist license number and the approved provider's number, if applicable, or official seal of approval, signed or verified by a program official, and a program or course description including sponsor, course title, date, program objective/learning outcomes, content description, agenda or schedule.
 2. Lectures and Multi-Media Courses: For lectures, a certificate of completion, or similar documentation, including a massage therapist license number and the approved provider's number, if applicable, or official seal of approval, signed or verified by a program official, and a program description including sponsor, course title, date, program objective/learning outcomes, content description, agenda or schedule. Multi-Media courses shall require the successful completion and submission of a written post experience examination to evaluate material retention. Multi-Media courses include, but are not limited to, audio, audiovisual, closed circuit television, and internet courses.
 3. Correspondence Courses: A certificate of completion or similar documentation, including a massage therapist license number and the approved provider's number, if applicable, or official seal of approval, signed or verified by a program official and a program description including sponsor, course title, date, program objective/learning outcomes, content description, agenda or schedule.
 4. Formal self-study, viewing of video in a professional setting, satellite broadcasts, or computer learning activities. Documentation must include:
 - (i) Verified instructional time by the course sponsor, a certificate of completion or similar documentation that is signed or verified by program official; and,
 - (ii) A program description including sponsor, course title, date, program objective or learning outcomes, and description of program content.
- (4) If the license was issued within the first year of the biennium, the licensee is required to complete 24 hours of continuing education as defined in paragraph one (1) subparagraphs (a) through (c) of this rule in order to renew the license.
- (5) If the license was issued within the second year of the biennium, the licensee is required to complete 12 hours of continuing education to renew the license.
- (a) 6 of the total 12 CE Hours must include direct hands-on supervised instruction; and,
 - (b) The remaining 6 CE Hours may include direct hands-on supervised instruction or other approved massage therapy activities compliant with paragraph (1) of this rule.

3. BR 345-4-.03. Approved Continuing Education Providers

345-4-.03. Approved Continuing Education Providers

- (1) The Board only accepts coursework from Continuing Education Providers who:
- (a) Had a current, unencumbered National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) Continuing Education Provider Number, was approved by another continuing education approval agency with standards equivalent to NCBTMB, or was approved by a state licensing board at the time that the course was provided.
 - (b) Holds an encumbered license(s) to practice as a massage therapist or other healthcare professional at the time that the course is to be offered;
 - (c) Offers continuing education courses that are related to the scope of practice of massage therapy as defined in O.C.G.A. § 43-24A-3(9) which may include structured touch, pressure, movement, complimentary methods.
 - (i) Courses that only contain modalities that touch the body will be considered hands-on hours.
 - (ii) Courses that contain modalities that do not touch the body will only count towards non-hands on hours.
- (2) In order for the Board to accept documentation as proof of having satisfied the continuing education requirements, the following information must be present:
- (a) The name/title of the course listed on the certificate of completion must be present on the list of courses that CE Provider is authorized to teach.
 - (b) On the date of completion for each course, the provider must provide a certificate of completion to each student/attendee who successfully completed all of the course requirements.
- (3) In addition to the above requirements, all CE certificates of completion must include the following information:
- (a) The name of the attendee and their license number;
 - (b) The complete name/title of the course;
 - (c) The date(s) the attendee took and completed the course;
 - (d) The number of continuing education hours awarded for the course;
 - (e) The printed name and signature of the instructor for the course;
 - (f) The Approved Provider's Name;
 - (g) The location or site of the course, i.e. Home Study, Self-Study, Internet, Webinar, WebEx, or the physical address where the live course was taught; and,
 - (h) If the course is being submitted to meet the direct hands-on supervised instruction requirement, the certificate must denote that it is a hands-on course. In order for the course to receive hands-on credit, 70% of the course must include direct application of touch, pressure, movement, and holding to the soft tissue of the body.
- (4) A licensee may not claim any CE hours which do not match corresponding course credit information recorded in CE Broker.

4. BR 345-5-.01 Professional Standards

345-5-.01. Professional Standards

(1) The licensed Georgia Massage Therapist shall:

- (a) Treat each client with respect, dignity and worth;
- (b) Use professional verbal, nonverbal and written communications;
- (c) Provide an environment that is safe and comfortable for the client and which, at a minimum, meets all legal requirements for health and safety;
- (d) Use standard precautions to insure professional hygienic practices and maintain a level of personal hygiene appropriate for practitioners in the therapeutic setting;
- (e) Wear clothing that is clean, modest, and professional;
- (f) Obtain voluntary and informed consent from the client prior to initiating the session;
- (g) If applicable, conduct an accurate needs assessment, develop a plan of care with the client, and update the plan as needed;
- (h) Use appropriate draping to protect the client's physical and emotional privacy;
- (i) Be knowledgeable of his/her scope of practice and practice only within these limitations;
- (j) Refer to other professionals when in the best interest of the client and practitioner;
- (k) Seek other professional advice when needed;
- (l) Respect the traditions and practices of other professionals and foster collegial relationships;
- (m) List the massage therapy license number on all business cards, brochures, advertisements.

(2) Legal and Ethical Requirements: The licensee must comply with all the legal requirements in applicable jurisdictions regulating the profession of therapeutic massage and bodywork to include but not limited to:

- (a) Obeying all local, state, and federal laws;
- (b) Refraining from any behavior that results in illegal, discriminatory, or unethical actions;
- (c) Accepting responsibility for his or her own actions;
- (d) Reporting to the Georgia Board of Massage Therapy any unethical, incompetent or illegal act committed by himself or herself;
- (e) Maintaining accurate and truthful records;
- (f) Reporting to the Georgia Board of Massage Therapy any criminal conviction of, or plea of guilty, nolo contendere, or no contest to, a crime in any jurisdiction (other than a minor traffic offense) by himself or herself;

(3) Confidentiality: The licensee shall respect the confidentiality of client information and safeguard all records by:

- (a) Protecting the confidentiality of the client's identity and information in all conversations, advertisements, and any and all other matters unless disclosure of identifiable information is requested by the client in writing, is medically necessary, or is required by law;

- (b) Protecting the interests of clients who are minors or clients who are unable to give voluntary and informed consent by obtaining prior written permission from a legal guardian;
 - (c) Soliciting only information that is relevant to the professional client/therapist relationship;
 - (d) Dispose of client files in a secure manner.
- (4) **Business Practices:** The licensee shall practice with honesty, integrity, and lawfulness in the business of massage and bodywork by:
 - (a) Providing a physical setting that is safe and meets all applicable legal requirements for health and safety;
 - (b) Maintaining adequate and customary liability insurance in accordance with statutory requirements;
 - (c) Maintaining adequate progress notes for each client session, if applicable;
 - (d) Accurately and truthfully informing the public of services the licensee is legally qualified to perform;
 - (e) Honestly representing all professional qualifications and affiliations;
 - (f) Promoting his or her business with integrity and avoiding potential and actual conflicts of interest;
 - (g) Advertising in a manner that is not misleading to the public and never using sensational, sexual or provocative language and/or pictures to promote his/her business;
 - (h) Disclosing a schedule of fees in advance of the session;
 - (i) Notifying the Board, electronically or on forms approved by the Board, of any changes in the following information within thirty (30) days of such change:
 - 1. Physical address;
 - 2. Mailing address;
 - 3. Email address;
 - 4. Telephone number(s); and,
 - 5. Legal Name Change. Name change requests must be accompanied by legally certified documentation reflecting the change.
- (5) **Roles and Boundaries:** The licensee shall adhere to ethical boundaries and perform the professional roles designed to protect both the client and the licensee, and safeguard the therapeutic value of the relationship by:
 - (a) Recognizing his or her personal limitations and practice only within these limitations;
 - (b) Recognizing his or her influential position with the client and not exploit the relationship for personal or other gain;
 - (c) Recognizing and limiting the impact of transference and counter-transference between the client and the licensee;
 - (d) Avoiding dual or multidimensional relationships that could impair professional judgment or result in exploitation of a client, student, employee, supervisee, mentee, trainee, or anyone else with whom a power differential exists;
 - (e) Acknowledging and respecting the client's freedom of choice in the therapeutic session;

- (f) Respecting the client's right to refuse the therapeutic session or any part of the therapeutic session;
 - (g) Refraining from practicing under the influence of alcohol, drugs, or any illegal substances (with the exception of a prescribed dosage of prescription medication which does not impair the licensee);
 - (h) Having the right to refuse and/or terminate the service to a client who is abusive or under the influence of alcohol, drugs, or any illegal substance; and,
 - (i) Having the right to refuse and/or terminate the service to a client who exhibits language or behavior which the therapist deems as an immediate or potential risk to the safety of the client, the licensee and the therapeutic relationship.
- (6) Prevention of Sexual Misconduct and Inappropriate Touch:** The licensee shall refrain from any behavior that sexualizes, or appears to sexualize, the client/therapist relationship. The Licensee recognizes the intimacy of the therapeutic relationship may activate practitioner and/or client needs and/or desires that weaken boundaries which may lead to sexualizing the therapeutic relationship. As a result, the Licensee shall:
- (a) Refrain from participating in a sexual relationship or sexual conduct with the client, whether consensual or otherwise, from the beginning of the client/therapist relationship and for a minimum of six (6) months after the termination of the client/therapist relationship, unless an ongoing current sexual relationship existed prior to the date the therapeutic relationship began. In the case of a pre-existing ongoing sexual relationship, providing therapeutic massage and bodywork on such a person is discouraged, but may be done with informed consent which acknowledges the power differential in a therapeutic relationship and the complexities of dual relationships;
 - (b) In the event the client initiates sexual behavior, interrupt therapy to clarify the purpose of the therapeutic session. Provided that the client's initial sexual behavior ceases, the Licensee may, at his or her discretion, take action to terminate or continue the session. The Licensee shall terminate the session if the sexual conduct continues;
 - (c) With the exception of a pre-existing ongoing sexual relationship, as set forth in (a), recognize that sexual activity with clients, students, employees, supervisees, mentees, trainees, or anyone else with whom a power differential exists, is prohibited even if consensual;
 - (d) Not touch the genitalia;
 - (e) Only provide therapeutic breast, gluteal and inner thigh massages:
 - 1. As indicated in the plan of care;
 - 2. After receiving informed voluntary written consent; and,
 - 3. Only if the licensee is permitted to do so under state law.

5. BR 345-5-.02. Unprofessional Conduct

345-5-.02. Unprofessional Conduct

- (1) Unprofessional conduct shall include, but not be limited to, the following:
- (a) Practicing massage therapy without a valid license or with an expired license;
 - (b) Failing to comply with requirements for professional continuing education;

- (c) Performing any act which knowingly aids, assists, procures, advises or encourages an unlicensed person to practice massage therapy.
- (d) Failing to display a display the license certificate or a photocopy thereof in an appropriate and public manner at each location at which he or she practices;
- (e) Violation of, or noncompliance with, any of the following:
 - 1. The Georgia Massage Therapy Practice Act;
 - 2. Recognized Professional Standards of Practice;
 - 3. Rules promulgated by the Georgia Board of Massage Therapy;
 - 4. Any Order or Agreement previously entered by the Georgia Board of Massage Therapy or any other lawful licensing board or agency in a disciplinary hearing, consent decree, or license reinstatement.
- (f) Failing to accurately reflect in the client's record the assessment, care, treatment, and other services offered or provided, to include but not limited to client referrals to other licensed healthcare providers, unless disclosure or release of such confidential information is requested by the client in writing or is required by law.
- (g) Initiating or engaging in any sexual conduct, sexual activities, sexualizing behavior or sexually oriented business involving a massage therapy client or pertaining to the practice of massage therapy. For the purpose of this rule, sexually oriented business shall mean, but not be limited to, a sex parlor, massage parlor, adult bookstore, adult movie theater, adult video store, adult motel spa alluding to sexual content or services, other commercial business which offer items or services to provide sexual stimulation or gratification which is associated with massage therapy.
- (j) Knowingly making misleading, deceptive, untrue or fraudulent representations in an application for licensure, reinstatement, or licensure renewal filed with the board, in a document pertaining to the practice of massage therapy, the filing of any insurance claim, or in any document in connection therewith.

6. BR 345-5-.03. Scope of Practice of Massage Therapy Students

345-5-.03. Scope of Practice of Massage Therapy Students

- (1) A person pursuing a course of study leading to a degree or certificate as a massage therapist in an educational program recognized by the board may engage in the practice, services, or activities of massage or massage therapy when such person is:
 - (a) Actively enrolled in a massage therapy program or school recognized by the Board;
 - (b) Designated by title indicating student status and shall not represent themselves as a massage therapist or massage practitioner;
 - (c) Fulfilling uncompensated work experiences required for the attainment of the degree or certificate at the Board recognized massage program location or community events supervised by the Board recognized massage program faculty or staff. For the purpose of this rule "uncompensated" means a person in student status may not intentionally or knowingly agree to accept any compensation, directly or indirectly, overtly or covertly, in cash or in kind, in the form of payments, gifts, tips, remuneration, recompense, or rewards to or from any person or entity for services rendered while in student status.

- (2) The primary responsibility for the services provided for clients by the designated student rests with the faculty or staff who are licensed massage therapists.
- (3) Documentation of all services for clients and treatment plans must be reviewed and approved by the faculty or staff who are licensed massage therapists.
- (4) Action may be brought against any massage therapy student, licensee, person, business or entity who performed any act which in any way aids, assists, procures, advises, or encourages massage therapy practice which is outside of the scope of a massage therapy student.

7. BR 345-5-.04. Unlicensed Practice [NEW RULE]

345-5-.04. Unlicensed Practice

- (1) Practicing massage therapy without a valid license or knowingly performing an act which in any way aids, assists, procures, advises or encourages unlicensed practice is unprofessional conduct.
- (2) A licensee or applicant for licensure who is found to have engaged in or added and abetted unlicensed practice may be denied licensure or disciplined by the Board pursuant to O.C.G.A. 43-1-19(d) and (e). Discipline issued will be determined by the Board and may include a Public consent order or agreement and a fine of up to \$500 per occurrence.

8. BR 345-6-.01. Board Recognition Status Requirements

345-6-.01. Board Recognition Status Requirements

- (1) A massage therapy educational program which is located within the state of Georgia is eligible to become recognized if the program submits a complete application and fee to the Board and the following requirements are met:
 - (a) The program complies with the requirements of this rule and the standards for curriculum and faculty set forth in Board Rules Chapter 345-6;
 - (b) The program must possess a current, unencumbered National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) School Provider Code or be approved by a state massage therapy board or agency with equivalent standards; and,
 - (c) The program must possess a current, unencumbered Nonpublic Postsecondary Education Commission (NPEC) Authorization number; or,
 - 1. A postsecondary institution of the Technical College System of Georgia that is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools or its equivalent; or,
 - 2. A postsecondary institution that is accredited by an accrediting agency recognized by the United States Department of Education and that is authorized or approved by a professional licensing board, department, or agency in another state, jurisdiction, or territory whose standards have been determined by the board to be equivalent to the Nonpublic Postsecondary Education Commission.
 - (d) The program requires each student to achieve a minimum grade of 70% and a minimum attendance of 70% per course throughout the program in order to receive credit for the attainable clock hours awarded to any massage therapy related course and clinical work and provides the student with a copy of this requirement;

- (e) The program maintains a current, written program catalog to include but not limited to information relevant to the philosophy and objectives of the program, and course outlines or syllabi for all massage therapy courses;
- (f) The program maintains a student handbook and provides a copy to each student;
- (g) The program maintains a permanent student records that summarize the credentials for admission to include the following:
 - 1. Age at the time of admission to the program;
 - 2. A copy of the high school diploma in English or its recognized equivalent;
 - 3. Document that they have confirmed proof of citizenship status or a permanent residency in the United States;
 - 4. Attendance;
 - 5. Grades and other records of performance;
 - 6. Identity of the instructor for each course in which the student was enrolled;
 - 7. Any transfer hours the student received credit for which were attained from another program or school;
- (h) On or before January 31st of each year, the program must submit a list of massage therapy educational program graduates for the previous calendar year. The list must include the following information for each graduate:
 - 1. Full name;
 - 2. Date of birth;
 - 3. Enrollment and graduation date; and,
 - 4. Last four digits of their social security number.
- (2) Massage Therapy educational programs located outside the state of Georgia may be recognized by the Board at its sole discretion if:
 - (a) The program meets the requirements as codified in O.C.G.A. 43-24A-3(4); and,
 - (b) The program holds and maintains a current and unencumbered NCBTMB School Provider Code; and,
 - (c) The program substantially equals or exceeds the Georgia requirements for Board recognized massage therapy educational programs set forth in rules Board Rules Chapter 345-6.
- (3) The recognition of massage therapy educational programs located outside of the United States is at the discretion of the Board. In evaluating the program, the program will be required to submit an application along with additional information to include but not limited to:
 - (a) Transcripts that have been translated by a reputable and verifiable credential evaluation service approved by the Board; and,
 - (b) Proof that the massage therapy educational program substantially equals or exceeds the Georgia requirements for Board recognized massage therapy educational programs as established in Board Rules Chapter 345-6.

9. BR 345-6-.02. Curriculum Requirements

345-6-.02. Curriculum Requirements

In order for applicants to be eligible for licensure he or she must have completed (graduated) from a board recognized massage therapy educational program. In order for the massage therapy educational program of a school to be recognized by the Board, the program must have a minimum curriculum of five-hundred (500) total supervised clock hours of classroom and hands-on instruction at the board recognized massage therapy educational program location approved by the Board. Community events must also be supervised by the faculty or staff identified in the program application as approved by the Board.

- (a) For purposes of this rule, "supervised" means the supervisor is physically on-site, qualified and immediately available.
- (b) The minimum required subject matter and activities and the minimum required hours are as follows:
 - 1. A minimum of one hundred twenty-five (125) hours of human anatomy, physiology and kinesiology;
 - 2. A minimum of forty (40) hours of pathology;
 - 3. A minimum of two-hundred hours (200) in massage therapy theory, technique and practice, which must include instruction in clinical techniques and hands-on clinical practice and must include, at a minimum, the following subject matters: effleurage/gliding; petrissage/kneading; compression; friction, tapotement/percussion; vibration; direct pressure; superficial warming techniques; pumping; stretching; jostling; shaking; rocking;
 - 4. A minimum of one hundred twenty-five (125) hours of instruction in contraindications, benefits, universal precautions, body mechanics, massage history, client data collection, documentation, and legalities of massage, professional standards including draping and modesty, therapeutic relationships and communications;
 - 5. A minimum of ten (10) hours of instruction in ethics and business (to include a minimum of six (6) hours in ethics); and,
 - 6. Of the five hundred (500) total clock hours, the curriculum must include a minimum of fifty (50) hours in supervised student clinical practice, but no more than sixty (60) hours in supervised student clinical practice. Nothing in this rule shall be construed to prohibit a massage therapy school that has a curriculum greater than five hundred (500) hours from having more supervised student clinical practice so long as it has at least four hundred and forty (440) hours of in-class supervised instruction.
 - 7. If an applicant transfers from a board recognized massage therapy education program into another board recognized massage therapy education program and any of the clock hours from the original program(s) are accepted as a part of the program to which the applicant transferred, the name of the original program and the clock hours accepted from that program must be identified on the transcript provided to the Board. If the transferred hours are not from a board recognized massage therapy educational program, the hours may not be used to satisfy the curriculum requirements of this rule.
 - 8. Transcripts not provided in clock hours will not be accepted, unless the board approved educational program submits a credit hour to clock hour conversion per class directly to the Board.

10. BR 345-6-.04. Reconstitution or Discontinuation of a Massage Therapy Educational Program

345-6-.04. Reconstitution or Discontinuation of a Massage Therapy Educational Program

- (1) When a board recognized massage therapy educational program that is located within the state of Georgia is:
 - (a) Sold to a new owner and no other changes have occurred, within ten (10) days the current owner must:
 1. Inform the Board of new ownership; and,
 2. Provide the Board with proof that the current owner notified the new owner of the requirement to submit a copy of the unencumbered, NCBTMB School Provider Code and NPEC Authorization Number certificates or any similar documents from any equivalent agency as identified in O.C.G.A. § 43-24A-3(4) that were issued to them as the new owner.
 - (b) Moving or expands to another location, the program must submit, in writing, the physical and mailing addresses associated with the new location(s). Such notification must occur at least thirty (30) days before the move or expansion takes place.
 - (c) Only changing the title of the program or the name of the school, the program must submit the name change in writing to the Board within ten (10) days.
 - (d) Changing faculty and faculty assignments, the program director or coordinator must submit and complete the Faculty Amendment Form within ten business days of the change in faculty; and,
 1. The program must ensure that all licensed faculty must maintain compliance with all statutes and rules governing their practice to include but not limited to all renewal requirements; and,
 2. If the program is notified that any licensed faculty is out of compliance with the Board laws and rules, the faculty member may not teach until such time that he or she has provided proof of having satisfied all requirements of their respective licensing board.
 - (e) Amending the program curriculum, a new application must be submitted prior to the implementation of the changes to include a new, unencumbered NCBTMB School Provider Code and NPEC Authorization Number or any similar documents from an equivalent entity as identified in O.C.G.A. § 43-24A-3(4).
 - (f) Under investigation by any entity, the program must notify the Board in writing within 10 business days of the date the program became aware. Such notification shall include a copy of the notice the program received informing them of the pending investigation.
- (2) When a board recognized massage therapy educational program that is located within the state of Georgia is discontinued or closes, the program shall:
 - (a) Notify the Board in writing of the intent to discontinue or close the massage therapy educational program to include:
 1. A timetable;
 2. A plan for students to complete the course of study or transfer to another board recognized massage therapy educational program.
 - (b) Be responsible for providing for the permanent retention and security of student and graduate records and ensuring the permanent safekeeping and availability of records of the massage therapy educational program.

11. BR 345-7-.03. Advertising

Rule 345-7-.03. Advertising

- (1) It shall be considered a violation of the massage therapy practice act for a licensee to:
 - (a) Advertise massage therapy services in conjunction with escort or dating services, adult entertainment, or illegal acts relating to sex related crimes
 - (b) Any advertising using inappropriate draping techniques in which the client's genitalia, butt or breasts are exposed.
 - (c) Advertise false, misleading, or deceptive practices or images as it relates to massage therapy in any manner including but not limited to the following:.
 - (1) Advertising that has the capacity or tendency to create false or unjustified expectations of beneficial treatment or successful cures;
 - (2) Advertising that contains any guarantee of the results of any services;
 - (3) Advertising of services that the licensee is not licensed to perform in this state;
- (2) Only duly licensed massage therapists practicing in accordance with the Board rules and Georgia law may practice massage therapy in Georgia, or, use in connection with their own name or that of their business or employer, the terms massage, massage therapy, massage therapist, massage practitioner, or the letters M.T. or L.M.T. or any other representation either directly or indirectly, indicating to the general public that massage therapy is provided or available.
- (3) Actively licensed massage therapist shall include their Georgia massage therapy license number on all forms of advertisement.
- (4) Establishments providing massage therapy services by more than one licensed massage therapist shall include on all forms of advertisement the following statement: "Georgia Licensed Massage Therapists."

Petitions for Rule Variance

The Board tabled discussion of the Petitions for Rule Variance for Executive Session.

- 1. BR 345-4-.02 Thompson, Alanah MT011535**
- 2. BR 345-4-.02 (1)(c) & (5) Krippner, Faye MT012896**
- 3. BR 345-4-.02 (1)(c) Krippner, Erik MT012897**

Petitions for Rule Waiver

- 1. BR 345-8-.03(6) Morgason, Emily**

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to deny the petition to waive BR 345-8-.03(6) based on insufficient evidence to substantiate a substantial hardship. Petitioner must provide the Board with proof of accreditation, proof that the program course break down matches what is required in Board Rule 345-8-.03(6).

- 2. BR 345-5-.01 Atlanta School of Massage RMP-000004**

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to grant the petition to waive BR 345-5-.01 for non-hands on hours through the current state of emergency, based on sufficient evidence to substantiate a substantial hardship

3. BR 345-4-.05(2)(c)(ii) Lieberman, Rachel MT003178

The Board tabled discussion of the Petition for Rule Waiver for BR 345-4-.05(2)(c)(ii) Lieberman, Rachel MT003178 for Executive Session.

Education Report – C. Knowles

1. Faculty Amendment Request – Georgia Massage School – RMP-000010

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the faculty amendment for the massage therapy education program.

2. Augusta School of Massage – Notice of Resuming Normal Classes – RMP-000006

The Board accepts the correspondence in reference to ASM as information.

Executive Director’s Report – A. Price

Executive Director’s report presented the Board with statistical data relevant to the processing of applications, the number of licensees, to include massage therapy programs, board meeting statistics, and complaints/compliance matters. In addition, the report addressed the following topics with the Board:

- Georgia General Assembly
- Potential Changes Due to Budget Cuts

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the Executive Director’s Report as presented.

Board’s Chair Report – C. Knowles

Street Grace Illicit Massage Industry Project 2020_Final Analysis Report for Georgia

Mr. Knowles reviewed the Final Analysis Report for Georgia from Street Grace and noted interested parties may go to the Street Grace website for a copy of the report. The Board tabled discussion of the remainder of the Board Chair Report for Executive Session.

Ms. Nichols motioned, Ms. Curry seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-2 (k); 43-1-19 (h) and 50-14-2 (1) to receive and review information pertaining to applications, pending cases investigative reports and enforcement matters and to receive the Assistant Attorney General’s report. Voting in favor of the motion were those present who included Board members: Craig Knowles, Pam Nichols, Cindy King and Jane Curry.

At the conclusion of Executive Session on Friday, June 12, 2020, Mr. Knowles declared the meeting to be “open” pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were taken during executive session.

OPEN SESSION

Correspondence – Continuing Education Requirements for Renewal of Licensure

- 1. Suggestion on CE for Renewal – Sheela Eichhorn, MT000307**
- 2. CE Concerns – Kim Faircloth, MT012782**
- 3. Request for Online CE Requirements – Mary Harrell, MT005931**

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to uphold the current rule requirements on the basis that in-person CE courses are currently available. If a licensee does not feel that it is safe for them to attend a hands-on course prior to October 31, 2020, he or she may apply for inactive status or submit a petition for rule waiver or variance if he or she is able to demonstrate a substantial hardship. Mr. Knowles recused himself from the vote

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to send the information concerning the vote to Sheela Eichhorn, Kim Faircloth and Mary Harrell, to the Massage Board Interested Parties List and to place the information on the Board website.

Petitions for Rule Variance

1. BR 345-4-.02 Thompson, Alanah MT011535

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to deny the petition for variance of BR 345-4-.02 based on insufficient evidence to substantiate a substantial hardship.

2. BR 345-4-.02 (1)(c) & (5) Krippner, Faye MT012896

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to deny the petition for variance of BR 345-4-.02 (1)(c) & (5) based on insufficient evidence to substantiate a substantial hardship and the inability of the Board to vary as the basis for the requirement is an operation of law. The Board does not have the authority to waive the requirements of law.

3. BR 345-4-.02 (1)(c) Krippner, Erik MT012897

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to deny the petition for variance of BR 345-4-.02 (1)(c) based on insufficient evidence to substantiate a substantial hardship and the inability of the Board to vary as the basis for the requirement is an operation of law. The Board does not have the authority to waive the requirements of law.

Petition for Rule Waiver

1. BR 345-4-.05(2)(c)(ii) Lieberman, Rachel MT003178

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to deny the petition to waive BR 345-4-.05(2)(c)(ii) as the license was revoked by operation of law and as result, the Petitioner must meet current requirements for licensure. The Board does not have the authority to waive the law.

Board's Chair Report – C. Knowles

Mr. Knowles apprised the Board that Governor Kemp changed some of the restrictions in his latest Executive Order, which provides that massage therapists can now accept walk-ins runs through June 30th.

Mr. Knowles concluded his report by stating he has been meeting with Board executives, the Governor's Office, and other organizations regarding limitations of the statute and changes that can be made to help the Board and the authorities to be more efficient. He stated that he is not certain what the legislature will do with the information he has asked him to provide on behalf of the Board but he will update the Board as he receives information.

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to accept the Board's Chair Report as presented.

Scheduled Board Appointments

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

11:00 a.m. Applicant 2805699

Rescind the previous motion and table review of the application. The applicant must cause the school to submit proof that the massage therapy educational program met the requirements of O.C.G.A. § 43-24A-3 (4)(c) and Board Rule 345-8-.01. If not provided, uphold denial. If provided, license may be issued.

11:30 a.m. Applicant 2851086

Rescind previous motion and table review of application. The applicant may submit a petition for rule waiver or variance.

Byron Thernes joined the meeting at 12:00 p.m.

Melissa Tracy left the meeting at 12:00 p.m.

12:00 p.m. Applicant 2853419

Rescind the previous motion. Must submit ten (10) hours of Board approved CE prior to the August 28, 2020 meeting. If received, license may be issued. If not received, deny licensure.

12:30 p.m. Applicant 1089227

Reschedule Personal Appearance.

1:00 p.m. Applicant 2814858

Rescind previous and table review of application. The applicant may submit a petition for rule waiver or variance provided that it is received prior to June 24, 2020.

Executive Session Minutes

1. April 24, 2020 Executive Board Teleconference Minutes

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to approve the April 24, 2020 executive session Board teleconference minutes as presented.

2. May 22, 2020 Executive Session Investigative Committee Teleconference Minutes

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to approve the May 22, 2020 executive session investigative committee teleconference minutes as presented.

Attorney General's Report – M. Tracy

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to accept the Attorney General's Report as presented.

Legal Services MEMO – Cases for Ratification

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to accept the orders upon receipt

1. MT200144

2. MT200149

Investigative Committee Report – C. Knowles

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

- MT200121** Reschedule an Applicant Interview for the July 24, 2020 MT IC.
- MT200097** Refer to the Attorney General's Office for advice.
- MT180125** Notify Respondent of non-compliance via certified mail. Respondent must pay past due fine amount of \$700 within 30 days of receipt of notification.
- If Respondent does not comply, deny renewal application and refer to the Attorney General's Office for a hearing for revocation of licensure or will accept a surrender of licensure.
- MT190088** Close the case due to lack of evidence.
- MT190108** Close the case due to lack of evidence.
- MT190114** Close the case due to lack of evidence.
- MT200038** Refer Respondent #1 to the Attorney General's Office for a Public Consent Order with a fine of \$500 for aiding and abetting unlicensed practice.
- Refer unlicensed Respondents #2 and #3 to the Attorney General's Office for a cease and desist order.
- MT200060/MT200066** Refer to Legal Services for a Public Consent Agreement for Licensure with a fine of \$1000 for failure to disclose and unlicensed practice.
- MT200072** Table pending further investigation.
- MT200073** Refer Respondents #1 and #2 to the Attorney General's Office for a cease and desist order.
- Send a Letter of Concern to Respondent #3.
- MT200085** Refer Respondent # 1 and # 2 to the Attorney General's Office for a cease and desist order.
- Report to local jurisdiction for operating without a valid massage license and aiding and abetting unlicensed practice.
- MT200087** Refer Respondent #1 to the Attorney General's Office for a Public Consent Order with a fine of \$500 for aiding and abetting unlicensed practice. Fine to be paid within 90 days of order docket date with proof of completion of six (6) hours CE in business ethics.
- Refer Respondent #2 to the Attorney General's Office for a cease and desist order.
- MT200088** Close the case due to lack of information and response from the Complainant.
- MT200091** Close the case due to lack of evidence.

- MT200094** Refer to Legal Services for a Private Consent Order with a fine of \$500 for failure to disclose arrest on renewal.
- Refer Complainant to the Georgia State Board of Physical Therapy for pending arrests.
- MT200127** Close the case due to a lack of information.
- MT200128** Refer to Investigations with request for code enforcement to accompany the investigator to the facility.
- MT200129** Close the case due to a lack of information.
- MT200130** Close the case due to a lack of information.
- MT200131** Close the case due to a lack of information.
- MT200133** Refer to Investigations with request for code enforcement to accompany the investigator to the facility.

Miscellaneous Executive Discussion

1. Transcript Request

Ms. Nichols motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to release requested information to the North Carolina Board.

2. MT170059

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to deny the request for an extension. Required hours may be obtained online.

3. MT190069

Ms. Curry motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to close the case.

4. MT190040

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion that the Attorney General's Office may negotiate terms as discussed.

Applications for Board Review

Mrs. King motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

- 1. Applicant 2845239** Deny based on false attestation and criminal history (O.C.G.A. § 43-1-19(a)(2) & (3-4).
- 2. Applicant 2825117** Deny based on false attestation and criminal history (O.C.G.A. § 43-1-19(a)(2) & (3-4).

Extension Requests

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

- 1. Applicant 2783157** Deny extension request. Application has expired. Must reapply.

2. **Applicant 2835571** Grant request for extension. Notify FSMTB that applicant is approved to test. Exam must be taken and passed on or before December 31, 2020.

Inactive Status Requests

Ms. Curry motioned, Ms. Nichols seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

1. **Applicant 2615917** Grant request for Inactive Status.
2. **Applicant 2571976** Grant request for Inactive Status.
3. **Applicant 1752318** Grant request for Inactive Status.

Reinstatements

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

1. **Applicant 2800213** Table and refer to Investigative Committee.

Renewal Applications

Ms. Nichols motioned, Mrs. King seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

1. **Applicant 1102926** Renew license.
2. **Applicant 1098203** Renew license.
3. **Applicant 2089837** Lapse license. Expired by operation of law for failure to meet continuing education requirements O.C.G.A. § 43-24A-14(b).
4. **Applicant 2493856** Lapse license. Expired by operation of law for failure to meet continuing education requirements O.C.G.A. § 43-24A-14(b).
5. **Applicant 1087895** Lapse license. Expired by operation of law for failure to meet continuing education requirements O.C.G.A. § 43-24A-14(b).

Transcript Review

Mrs. King motioned, Ms. Curry seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session.

1. **Applicant 2801107** Table pending additional investigation. If information received meets requirements, issue the license. If it does not, deny licensure based failure to meet requirements.
2. **Applicant 2853699** Deny for failure to meet educational req. O.C.G.A. § 43-24A-8(b)(6) and Board Rule 345-8-.03(6).
3. **Applicant 2852904** Deny for failure to meet educational req. O.C.G.A. § 43-24A-8(b)(6) and Board Rule 345-8-.03(6).
4. **Applicant 2856262** Deny for failure to meet educational req. O.C.G.A. § 43-24A-8(b)(6) and Board Rule 345-8-.03(6).

Adjournment With no further business to be discussed, the meeting was adjourned at 2:38 p.m.

Minutes recorded by: Adrienne Price, Executive Director

Minutes reviewed and edited by: Charlotte Mason, Licensing Supervisor & Adrienne Price, Executive Director

Minutes approved on: August 28, 2020

CRAIG KNOWLES
BOARD CHAIR

ADRIENNE PRICE
EXECUTIVE DIRECTOR